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Building Committee Minutes 2/15/2011

TOWN OF ARLINGTON
MINUTES
COMMITTEE MEETING
PERMANENT TOWN BUILDING COMMITTEE
Tuesday, February 15, 2011

PRESENT: John Cole, Robert Jefferson, Bill Shea, Suzanne Robinson

ABSENT: Brian Sullivan, Rob Juusola, Jeff Thielman, Mark Miano, Michael Boujoulian

Guest: Jeff Shaw - Donham & Sweeney
Jay Farquharson - Castagna Construction

Meeting was called to order at 7:30 p.m.

Due to a lack of a quorum, no votes were taken.

Highland Fire Station

Mr. Shaw and Mr. Farquharson gave us an update on construction progress.

NOTES from Donham and Sweeney:

D&S described the progress to date on the job site since the last PBC meeting. D&S noted that they were told that over the last several weeks the site has averaged 20 workers per day.

D&S reminded the committee that the LEED design review was complete and awaiting owner review prior to submission. R Robinson will review and respond to D&S. R Robinson will review the LEED credits for which the owner is responsible to provide and attempt to get the information to D&S prior to submission of Design Review. Contractor described the work completed to the LEED workplan and tracking sheets for the construction phase of the project. D&S noted that the workplan and tracking sheets were much improved although a few areas need to be adjusted and the contractor is still tracking down information from sub contractors. D&S noted that the contractor did not provide documentation of the work through the first half of the project. The GC now understands what they are required to submit and will be using field reports and superintendant work reports from that time period to base their documentation of the work.

The contractors proposed change order for additional site drainage work was reviewed but the committee did not take a vote (no quorum).

The committee requested D&S incorporate changes to the central station interior renovations project budget to reflect the committee's current thinking regarding hard and soft costs.

Adjourned at 9:00 p.m.

Respectfully submitted,

Bill Shea